

**Meeting of the Board of Library Trustees**  
**Tuesday, April 8, 2014**

**Call to order**

Katharine Fennelly (KF) called the meeting to order at 7:21 pm. In attendance were trustees Diane Gordon (DG), Adam Delmolino (AD), Heather Calvin (HC), Frank Murphy (FM) and Barbara Muldoon (BM). Also in attendance: Library Director Ryan Livergood (RL), Assistant Director Andrea Nicolay (AN), and Susan Stamps (SS) of the Community Preservation Act. Joyce Radochia was absent.

**Community Preservation Act**

SS described the history of the CPA proposal in Arlington. This year, CPA is seeking support from the Library Trustees. Trustees discussed pros and cons of supporting CPA. The Board decided that more research needs to be done. SS advised checking the CPA website for a spreadsheet that will help inform the decision. KF suggests RL call other library directors and ask how CPA has been going for them.

**Approval of Minutes**

The Trustees reviewed the minutes from the March 11 meeting, and the minutes were approved pending amendment to Unanticipated Items. (DG/JR)

**Communications**

No communications.

**Community Time**

No community members present.

**Director's Report**

KF downloaded Hoopla and used her BPL card to try it, and there's a lot of NEW music. Board mentioned the closure of Isis and whether it's impacted use of rooms and numbers of people in the library. RL reported no resolution on the outside lights issue, but Carol Kowalski confirmed that landscaping will start soon.

**Trust Funds Expenditure Report**

Trustees reviewed the report. Muni funds are the priority in terms of spending, so these levels are appropriate.

**Russell Fund Expenditure Report and FY 2015 Funding**

Trustees reviewed the Russell Fund report, which is on target. The Board will review again in June. Summer 2014 (FY 15) Budget Proposal tabled for May Trustees meeting. Find out from Liz what's been granted in the past few fiscal years.

**Policy for determining next year's Trust/Russell fund allocations**

Timeline is either August or September. September caused angst for staff, so August meeting

will be the time when Trust/Russell allocations are determined. By Friday, July 18, requests should be in from selectors for Trustees' review.

### **Strategic Plan Update**

RL reported that staff are still working on action plan. RL will send completed draft out ASAP.

### **Library Space Planning/Reimagining Our Libraries**

RL has reached out to several firms to do some preliminary research. DG asked whether the plans should be done in the context of a strategic plan. RL wonders if there should be a Trustee subcommittee to look at options and see about working with a consultant. RL also spoke with Carol Kowalski and got a name from her for a consultant outside the "library world." FM suggests talking to other library people about their experiences. DG is interested in subcommittee work. FM also suggests Trustees should take a role.

### **Town Meeting Strategy**

Plan to revise the half sheet for Town Meeting. Send revision to Trustees via email if possible.

### **Berthrong portrait of Lincoln restoration/Robbins Art Fund**

Provisional authorization for money to restore. RL will confirm that Trustees voted before, and determine amount. Trustees believe it would be good to support Nancy in restoration work.

### **Foundation Update**

KF found an events planner member for the Foundation, and now she's looking for an attorney.

### **Friends Update**

Friends website is live, and the Paypal component has been transferred from the Robbins site and is functioning. Improved design to come. See [www.friendsofrobbinslibrary.org](http://www.friendsofrobbinslibrary.org). Annual general membership meeting will take place 4/16/14. Also, Friends membership renewal mailing went out.

### **Unanticipated Items**

No unanticipated items.

### **Date of Next Meeting**

Tuesday, May 13, 2014, 7:15 p.m.

### **Adjournment**

9:34 p.m. (BM/FM)

### **Materials Distributed**

- Meeting agenda
- CPA description
- April 2014 meeting minutes
- Late March/Early April 2014 Director's Report
- Trust Fund Expenditure Report

- Russell Fund Expenditure Report
- Summer 2014 Russell Fund Budget Proposal
- Library Strategic Plan Draft
- Aaron Cohen Associates Library Master Plan proposal
- Kimberly Bolan and Associates consulting letter
- Nancy Gentile request for funds for restoration of Berthrong portrait of Lincoln
- March 2014 Circulation stats